

Daniel Covey, Procurement Manager

E-Mail: dcovey@mmo.sc.gov

Telephone: (803) 737-0674

UPLOADED TO INTERNET: 7/15/09

Materials Management Office

1201 Main St - Ste 600

Columbia, SC 29201

Section: S

Page: 75

Date: 06/23/09

STATE WIDE TERM CONTRACT
TO PERFORM FACILITIES CONDITION ASSESSMENT SERVICES

MAXIMUM CONTRACT PERIOD: JUNE 23, 2009 THROUGH JUNE 22, 2014

Contract Purpose/Overview of Scope of Work

The State is currently developing a statewide Real Property Management System (RPMS). The State will use a Facility Condition Index (FCI) as one benchmark in facilities management. Within the Real Property Management System, the Facility Condition Index is defined as the cost of corrective work required in a facility divided by the replacement cost for the facility. For the purposes of this contract, a facility can be a building (defined as a closed structure with four walls and a roof) or open structure such as a shed. When requested, the contractor will survey a facility, and generate the cost of corrective work required to return the facility to good condition.

Note: The State will generate the estimated Replacement Cost. Estimating the replacement cost is NOT part of this contract.

Abridged Scope of Work*

1. On Site Assessment: Each facility assessment will include an on-site visit to the facility.
2. Consultation with state maintenance personnel:
Prior to conducting the on-site assessment, the contractor shall consult with agency maintenance personnel to share their knowledge of the facility and identify any areas that may need special attention. This communication may be conducted on-site before assessing the facility, or telephonically as needed to coordinate schedules.
3. The assessment will identify work required to correct existing deficiencies and forecast future repair requirements for the next five years. For example: if a roofing system has an expected life of 20 years, and was installed 16 years ago, then the contractor will include roof replacement 4 years from now. Repair costs shall be given in ***current year dollar***.
4. All assessments will include the building out to the "five foot line", an imaginary line running around the facility at a distance of five feet from the exterior wall surfaces.
5. Surface Improvements: For the purposes of this contract, surface improvements include streets, roads, sidewalks, parking lots, curbs, landscaped areas, etc. Included within surface areas are any exterior lighting systems, storm water drainage systems, irrigation systems, signage, fencing, etc.
6. Two levels of assessment: The contract will include two levels of condition assessment: a ***Detailed Assessment*** and a ***Systems Level Assessment***.

A. Detailed Assessment: The detailed assessment will require skilled technician(s) to conduct a detailed, on-site assessment of the facility. The output will include a list of specific deficiencies with cost estimates to correct each deficiency. The contractor will

develop a line item cost estimate for all deficiencies that contains the following information at a minimum:

- i. Labor man-hours to correct the deficiency
- ii. Labor unit cost
- iii. Total labor cost
- iv. Material cost
- v. Overhead and profit costs
- vi. Total cost to correct each line item of deficiency
- vii. Total cost of correction for the facility or surface area

B. Systems Level Assessment: The contractor will use the type and age of building systems (such as structural, roofing, mechanical, lighting, etc.) to make block estimates for correction of the entire system. A site visit is required, but will be of shorter duration than a detailed inspection. The assessment will provide a single cost to correct each major building system, and a total cost for the facility. ***Line-item lists of specific deficiencies are not required.***

- i. Firms shall submit the completed facilities condition assessments in “.PDF”. Detailed assessments will also be submitted in Excel spreadsheet format.
- ii. Additional Formats: The state agencies use a variety of software products for facilities management; there is no statewide standard. Contractors will identify in their proposal any software formats that they are able to support, in terms of delivering the data to an agency for its use.

7. Number of copies: Two (2) copies of all reports will be provided. One will be delivered to the requesting agency, the other to the RPMS office.

8. Agency provided data:

The requesting state agency will provide the following data to the contractor along with their request for services:

- i. A clear description of the facilities to be inspected. For example: if a building is designated for inspection, the agency shall clearly identify whether adjacent sidewalks, parking, etc. are included or not.
- ii. Total facilities area (SF) and/or Surface Areas (SY) to be assessed.
- iii. Provide keys or escorts as appropriate to access all areas of the facility.
- iv. Provide access to all available facility or surface area plans. The assessment contractor can have copies made at their own expense if desired.
- v. The most recent lead and asbestos surveys will be made available for inspection. The assessment contractor can have copies made at their own expense if desired.
- vi. Any available information regarding date of construction, renovations, type and age of building systems, any known maintenance problems, etc.

9. Contractor shall provide ***all labor, materials, overhead, expertise, and supporting information technologies to conduct facilities condition assessments.***

10. Price for a facilities condition assessment

Daniel Covey, Procurement Manager
E-Mail: dcovey@mmo.sc.gov
Telephone: (803) 737-0674

Materials Management Office
1201 Main St - Ste 600
Columbia, SC 29201

Section: S
Page: 77
Date: 06/23/09

- i. Facility Assessments
Fixed prices per Square Foot (SF) of facility surveyed. The SF price shall include ALL direct and indirect costs associated with the survey except as noted for travel and per diem below. Report preparation and delivery are included in the SF price. Provide separate SF prices for a *Detailed Assessment* and a *Systems Level Assessment*.
- ii. Surface Area Assessments
Fixed prices per Square Yard (SY) of surface area surveyed. The SF price shall include ALL direct and indirect costs associated with the survey except as noted for travel and per diem below. Report preparation and delivery are included in the SF price. Provide separate SF prices for a *Detailed Assessment* and a *Systems Level Assessment*.
- iii. Pricing for large quantities
The contractor shall provide prices for facility condition assessments for Buildings when the quantity ordered is in excess of 1,000,000 SF for the single delivery order. Provide large quantity prices in both categories of detailed and system level assessments.
- iv. Travel and per diem will be negotiated prior to each work order for training. The contractor will provide the estimated number of inspectors and number of days required to conduct the assessment. The State will review the estimate and negotiate as required. The contractor and the State will mutually agree on the final travel and per diem cost for the work order. Travel and per diem will be calculated in accordance with state guidelines given below.
- v. additional costs may be charged beyond the SF/SY price multiplied by the quantity of work ordered, plus the agreed travel and per diem costs.
- vi. Travel costs will be allowed in accordance with the rates established by the State of South Carolina. State rates are presently as follows:
- vii. Mileage: In accordance with the State of South Carolina mileage guidance, presently \$0.505 per mile. Mileage is paid only from the contractor's office to the assessment site and return. Home to work transportation is not paid (**Note: This is a State limit. Federal GSA rates do not apply.**)
- viii. Lodging: See the U.S. General Services Administration lodging limits (website: www.gsa.gov). As an example, at time of solicitation, Columbia SC was a maximum of \$75/day for lodging. Overnight lodging will be paid only when the assessment site is more than one hour away from the contractor's home office location, and the duration of the assessment requires it. Lodging will be paid only when actually used.
- ix. Meals: \$25.00 per day maximum (Note: This is a State limit. Federal GSA rates do not apply).
- x. If new State or GSA rates are set during the contract term, the new rates will be applied upon their effective dates.

*To view the terms and conditions and the complete scope of work for this contract, please click on the following link:

[TERMS AND CONDITIONS](#)

Daniel Covey, Procurement Manager

E-Mail: dcovey@mmo.sc.gov

Telephone: (803) 737-0674

Materials Management Office

1201 Main St - Ste 600

Columbia, SC 29201

Section: S

Page: 78

Date: 06/23/09

VENDOR: Tec Incorporated
2946 Old Ivy Road
Suite 300
Charlottesville, VA 22903

Contact Person: Raymond K. Best, PE, LEED AP

Telephone Number: 434-295-4446

Facsimile: 434-295-5535

Email Address: rkbest@tecinc.com

Vendor Number: 7000127653

Contract Number 4400001063

FEIN: 54-1524820

Service	Price
Square Foot price to conduct a Detailed Assessment of a facility of 1,000,000 Sq Ft	\$.058 per Sq Ft
Square Foot price to conduct a Systems Level Assessment for a facility of 2,000,000 Sq Ft	\$.014 per Sq Ft
Square Foot price to conduct a Detailed Assessment for a facility of 1,500,000 Sq Ft	\$.044 per Sq Ft
Square Foot price to conduct a Systems Level Assessment for a facility more than 1,500,000 Sq Ft	\$.011 per Sq Ft
Square Yard price to conduct a Detailed Surface Area Assessment of an area of 5,000 Sq Yd	\$.126 per Sq Yd
Square Yard price to conduct a Systems Level Assessment for a surface area of 10,000 Sq Yd	\$.041 per Sq Yd
Travel for four people to Columbia and return	\$250.00

VENDOR: Ises Corporation

Daniel Covey, Procurement Manager
E-Mail: dcovey@mmo.sc.gov
Telephone: (803) 737-0674

Materials Management Office
1201 Main St - Ste 600
Columbia, SC 29201

Section: S
Page: 79
Date: 06/23/09

2165 West Park Court
Suite N
Stone Mountain, GA 30087

Contact Person: Daniel C. Harrison
Telephone Number: 770-879-7376 X109
Facsimile: 770-879-7825
Email Address: danh@isescorp.com
Vendor Number: 7000094466
Contract Number 4400001060
FEIN: 58-1422894

Service	Price
Square Foot price to conduct a Detailed Assessment of a facility of 1,000,000 Sq Ft	\$.086 per Sq Ft
Square Foot price to conduct a Systems Level Assessment for a facility of 2,000,000 Sq Ft	\$.038 per Sq Ft
Square Foot price to conduct a Detailed Assessment for a facility of 1,500,000 Sq Ft	\$.067 per Sq Ft
Square Foot price to conduct a Systems Level Assessment for a facility more than 1,500,000 Sq Ft	\$.040 per Sq Ft
Square Yard price to conduct a Detailed Surface Area Assessment of an area of 5,000 Sq Yd	\$.077 per Sq Yd
Square Yard price to conduct a Systems Level Assessment for a surface area of 10,000 Sq Yd	\$.050 per Sq Yd
Travel for four people to Columbia and return	\$208.26

VENDOR: Roy Jorgenson Associates, Inc
3735 Buckeystown Pike

Daniel Covey, Procurement Manager
E-Mail: dcovey@mmo.sc.gov
Telephone: (803) 737-0674

Materials Management Office
1201 Main St - Ste 600
Columbia, SC 29201

Section: S
Page: 80
Date: 06/23/09

P.O. Box 70
Buckeystown, MD 21717-0070

Contact Person: Jack Jorgenson
Telephone Number: 301-831-1000 x 3329
Facsimile: 301-874-2876
Email Address: jack_jorgensen@royjorgensen.com
Vendor Number: 7000057234
Contract Number 4400001061
FEIN: 52-0850711

Service	Price
Square Foot price to conduct a Detailed Assessment of a facility of 1,000,000 Sq Ft	\$.053 per Sq Ft
Square Foot price to conduct a Systems Level Assessment for a facility of 2,000,000 Sq Ft	\$.040 per Sq Ft
Square Foot price to conduct a Detailed Assessment for a facility of 1,500,000 Sq Ft	\$.047 per Sq Ft
Square Foot price to conduct a Systems Level Assessment for a facility more than 1,500,000 Sq Ft	\$.031 per Sq Ft
Square Yard price to conduct a Detailed Surface Area Assessment of an area of 5,000 Sq Yd	\$.042 per Sq Yd
Square Yard price to conduct a Systems Level Assessment for a surface area of 10,000 Sq Yd	\$.033 per Sq Yd
Travel for four people to Columbia and return	\$1,092.00